

**Memorandum of the Meeting  
 Regular Study Session/Meeting  
 Twenty-Eighth Town Council of Highland  
 Monday, October 17, 2016**

The regular study session of the Twenty-Eighth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers on **Monday, October 17, 2016** at the time of 7:06 o'clock p.m.

**Silent Roll Call:** Councilors Mark Herak, Dan Vassar, Steve Wagner, Konnie Kuiper and Bernie Zemen were present. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings.

*Also present:* Susan Murovic, Advisory Board of Zoning Appeals; and Ed Dabrowski, IT Consultant (contract).

**General Substance of Matters Discussed**

- 1. Further discussion if desired. Joel Ratajack CEO of Rockopelli a Fundraiser for NWI Charities regarding the request from Mr. Ratajack for the possible authorization of a beer tent for next year's event at the park.**

The Town Council President indicated that he had received the information from Mr. Ratajack regarding the details for expenses to revenues to better explicate the differences between the total revenues raised each year and the eventual amount donated. It was noted that Councilor Wagner, who posed the original request, indicated that he was satisfied regarding the matter.

	<u>Total revenue</u>	<u>Total donated</u>
Rockopelli 2012	\$ 5,391.96	\$ 5,067.06
Rockopelli 2013	\$ 10,257.71	\$ 9,461.26
Rockopelli 2014	\$ 18,859.82	\$ 15,135.01
Rockopelli 2015	\$ 15,054.48	\$ 10,144.18
Rockopelli 2016	\$ 18,053.12	\$ 11,500.00

The Town Council discussed whether it should be policy to allow any outside group to conduct an event with an accessory beer tent to support fund raising. Some noted that the precedent could be limited. Other councilors opined that there could be no meaningful limitation on this if granted. The Town Council discussed placing this on the agenda for an up or down vote, noting that if approved an ordinance amendment would be necessary. It was noted that the current ordinance has a sunset built in, only allowing the Community Events Commission limited permission for this October.

- 2. Acknowledge receipt of resignation letter, Colin Peterson, effective October 28, 2016.** The Clerk-Treasurer presented a letter of resignation from the current Supervisor of Streets in Highland for its information. It was noted that the initial appointment is made by the Public Works Director and the decision to end employment in order to take a job is ministerial. Further, it was noted that he would be taking a position in Griffith as its Streets and Sanitation Supervisor.

It was further noted that the Clerk-Treasurer asked the Public Works leadership to consider not filling the position in haste as the resignation would allow an

opportunity to explore the reorganization of the department that had been previously discussed with the Town Council. The Town Council indicated that it would welcome a recommendation and a study session to consider this. It was further discussed that a recommendation from the staff would be an appropriate path for the consideration of the matter and that a study session to consider this could be scheduled following the budget process.

3. **Update on pending matters.** The following pending matters were discussed:

- (A) *Budget for FY 2017.* The Town Clerk-Treasurer offered a briefing on the proposed budget for FY 2017. The Clerk-Treasurer indicated that meetings with department heads would be convened beginning Wednesday, continuing on Friday, and ending on Saturday.

It was further noted that as submitted, the budget was likely around \$418,881 out of balance. It is a funded budget but not balanced. It was further noted that the surplus in the health insurance lines, if removed, could reduce the deficit to \$181,325. All of these assume a roughly 98% collection rate.

- (B) *Hammond Sanitary and Highland Sanitary Districts Negotiations.* Councilor Herak and the Town Clerk-Treasurer reported that the Hammond Sanitary District has accepted all components of the Highland offer except the proposed interim rate for services of \$1.14. Hammond insists on \$1.20 per thousand gallons.

The Clerk-Treasurer pointed out that based upon 2015 flows, that the effective aggregate rate per 1,000 gallons is 1.06. The interim rate offered by Highland is a nearly 21% increase over current rate and would render an additional \$236,250 of annual cost to Highland.

There being no further business necessary or desired to be discussed by the Town Council, the regular study session of the Town Council of **Monday, October 17, 2016**, was adjourned at 7:36 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer